



26 Pitt Street, Cornwall, ON K6J 3P2 Tel: (613) 932-1515

Official Plan Amendment Application

Under Section 22 of the Planning Act
Ontario Regulation 197/96

(All questions must be completed, in ink or typewritten, or the application will be deemed incomplete and will not be accepted. Please print clearly.)

1. Registered Owner(s): _____

Address: _____ Postal Code: _____

Telephone: Home: _____ Bus: _____ Fax: _____

Name of Applicant(s) (if different from Owner(s):

Address: _____ Postal Code: _____

Telephone: Home: _____ Bus: _____ Fax: _____

Owner(s) Authorized Agent (if applicable):

Address: _____ Postal Code: _____

Telephone: Home: _____ Bus: _____ Fax: _____

Please specify the person (**one only**) to be contacted if more information is required. All communications, including the poster, will be directed to this person:

Registered Owner(s) Applicant(s) Authorized Agent

IMPORTANT: The owner's authorization, page 4 of 4 of this application form, is required if the application is submitted by a person, or persons, other than the registered owner(s).

2. Location of Subject Land(s): Municipality: _____

Geographic Township/Village: _____

Concession Number(s): _____ Lot Number(s): _____

Registered Plan No.: _____ Lot(s)/Block(s): _____

Reference Plan No.: _____ Part Number(s): _____

Name of Street or Road: _____

What is the approximate size of the land covered by the amendment if known?

Frontage: _____ Depth: _____ Area: _____

3. Does the proposed official plan amendment add or change a designation in the official plan?

Yes No

If the answer is yes please answer the following:

Present designation: _____

Designation requested: _____

Reason for change: _____

(Add additional pages if needed)

4. Does the proposed amendment change, replace, delete or add a policy in the official plan?

Yes No

If the answer is yes what is the policy to be changed, replace or deleted?

5. Have you discussed this application with the appropriate Township?

Yes No

6. Please provide the wording for the proposed amendment if a policy is being changed, replaced, deleted or added. If you are unclear as to the wording, please indicate you would like staff to provide the wording of the amendment.

(Add additional pages, if needed)

7. What is the existing land use on the site? _____

8. What is the proposed land use(s) for the subject property?(Please be specific)

9. What are the land uses adjacent to the site?

North _____

South _____

East _____

West _____

10. Are the subject lands or any lands within 120 metres of the subject lands the subject of an application for an official plan amendment, zoning by-law amendment, minor variance, plan of subdivision, consent or site plan?

Yes No

If so, provide the following information:

Application File No.: _____

The Municipality or approval authority considering the application: _____

The lands affected by the application: _____

The purpose of the application: _____

The status of the application: _____

The effect of the application on the proposed amendment: _____

11. Are the lands serviced by municipal services?

Municipal Water	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Municipal Sewer	<input type="checkbox"/> Yes	<input type="checkbox"/> No

12. Please list any supporting studies that will be submitting with your application:

13. Please provide justification/reasons why the proposed amendment should be supported. Explain why it is in the County or Township's interest to support the application and include planning related reasons.

(Submit additional pages if needed)

AUTHORIZATION: If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make this application on their behalf must be included with this form or alternatively the authorization, as set out below, must be completed by the Registered Owner(s):

I/We, _____, being the Registered Owner(s) of the land(s) that are the subject of this Application for Consent, hereby authorize _____, to prepare and submit this application on my/our behalf.

Date

Signature of Registered Owner(s)

Signature of Registered Owners

AFFIDAVIT/SWORN DECLARATION: This must be completed by the Applicant(s) for the proposed official plan amendment

DECLARATION

I/We _____,
of the _____,

Name of the Registered Owner(s)/Applicant/Authorized Agent

_____, in the _____,
(name of City, Town, Township, etc.)
(County, Region, District, Municipality)

do solemnly declare that all the statements contained in this Application for Official Plan Amendment for _____

(Property Description)

and all supporting documents are true, and I/We make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, by virtue of the "Canada Evidence Act".

Sworn (or declared) before me:

at the, _____

(Signature Registered Owner(s)
/Applicant/Authorized Agent)

in the, _____

(Signature Registered Owner(s)
/Applicant/Authorized Agent)

this _____ day of _____, _____

A Commissioner of Oaths

**APPLICATION FOR AMENDMENTS
TO THE COUNTY OFFICIAL PLAN
IMPORTANT NOTES TO APPLICANTS**

- ❖ The Application fee for an amendment to the County Official Plan is set by County Council and changes from time to time. The current fees are as follows:
 - a) The application fee is \$3070. The fee charged in any given year may be reduced by \$500 where both an amendment to the County Official Plan and the Township Zoning By-law is required.
 - b) Where it is determined by the County Planner that a technical study (or studies) is required to justify an application, the applicant is responsible for the cost of these studies. Further, the applicant will be required to reimburse the County for fees and expenses related to the peer review/evaluation of studies submitted by the applicant.
 - c) Where an application to amend the County Official Plan is approved by the County and appealed to the Ontario Municipal Board, the County and the applicant shall enter into an agreement with respect to payment of the costs for any subsequent Ontario Municipal Board hearing or hearings.
 - d) Eighty percent (80%) of the application fee shall be returned to the applicant if an application is rejected by the County as being incomplete or if withdrawn prior to circulation to commenting agencies. This does not include any costs related to newspaper notices or public meetings.
- ❖ All cheques should be made payable to the UNITED COUNTIES OF STORMONT, DUNDAS & GLENGARRY. If you have any questions, please contact the office at (613) 932-1515, Ext. 245.
- ❖ One application form and fee is required for each Official Plan Amendment.
- ❖ Application forms must be typewritten or clearly printed in ink and all questions must be completed. If the mandatory information is not provided, the approval authority may refuse to accept or to further consider the application.